

# City of San Antonio

## Application for Appointment



Board/Commission/Committee \_\_\_\_\_

\*Note: Information subject to review

Name: \_\_\_\_\_  
(Title) (Last) (First) (Middle)

Home Address: \_\_\_\_\_  
(Street) (Zip Code) (Home Phone No.)

Business Address: \_\_\_\_\_  
(Street) (Zip Code) (Business Phone and Fax)

Employer \_\_\_\_\_ Occupation: \_\_\_\_\_

Are you or can you be qualified to vote in a City of San Antonio Election? \_\_\_\_ Yes \_\_\_\_ No

Are you a City of San Antonio resident? \_\_\_\_ Yes \_\_\_\_ No How Long? \_\_\_\_\_

In which City Council District do you reside? \_\_\_\_\_ Length of residence: \_\_\_\_\_

Have you ever represented any other private person, group or entity for compensation before the City Council or any department, commission, board or committee of the City within the last three years?

\_\_\_\_ Yes \_\_\_\_ No

Do either you, your spouse or your employer have any financial interest, direct or indirect in any contract with the City (this includes serving as an Administrative Aide to a Council member), or do either you, your spouse or your employer have any financial interest, directly or indirectly, in the sale to the City of any land, materials, supplies or service?

\_\_\_\_ Yes \_\_\_\_ No

Resolution No. 92-31-26 states - appointment to City Boards and Commissions include allowance for proper representation to reflect not only the ethnic makeup of the community, but also its gender makeup.

**ETHNIC CODE:** ☐

**W = Non-Minority**

**H = Hispanic\***

**B = African American**

**P = Asian or Pacific Islander**

**O = Other**

**I = American Indian/Alaska Native Aleutian**

**GENDER CODE:** ☐

**M = Male**

**F = Female**

\* = Note that Hispanic includes all persons of Mexican, Puerto Rican, Cuban, Central or South American or other Spanish culture or origin regardless of race.

Do you have any litigation pending, either personally or professionally? If yes, please describe:

\_\_\_\_\_

Have you ever been convicted of a felony or a misdemeanor crime involving moral turpitude?

\_\_\_\_ Yes \_\_\_\_ No

Name: \_\_\_\_\_

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## BACKGROUND

Education: \_\_\_\_\_

\_\_\_\_\_

Professional: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Volunteer Experience/Community Service: \_\_\_\_\_

\_\_\_\_\_

Areas of interest: \_\_\_\_\_

Please specify membership on any other governmental Board/Commission/Committee.

\_\_\_\_\_

\_\_\_\_\_

Please provide a brief narrative outlining your reasons for seeking appointment to a board or commission.  
(Resume or additional information may be attached.)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**I have read and understand the guidelines set out in Attachment I of this application.** The foregoing and any attached statements are true, accurate and complete; and I agree that any misrepresentation or omission of facts may result in my disqualification for appointment.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

PLEASE RETURN COMPLETED FORM TO CITY COUNCIL OFFICE FOR PROCESSING:

City Council Office

P.O. Box 839966

San Antonio, Texas 78283-3966

Fax No. City Council - (210) 207-7027; City Clerk's Office - (210) 207-6938

(Original copy will be on file in the City Clerk's Office for 12 months.)

## ATTACHMENT I

As a Board and Commission member, you will be asked to adhere to the guidelines established by City Council, which include, but are not limited to the following:

**1. Section 160 of the City Charter:**

“OFFICERS TO HOLD OVER UNTIL THEIR SUCCESSORS ARE APPOINTED AND QUALIFIED.”

Whenever under the provisions of this Charter any officer of the City, judge or member of any board or commission is appointed for a fixed term, such officer, judge or member shall continue to hold office until his successor is appointed and qualified.

**2. Ordinance 93356:****Attendance -**

If a member's attendance at regularly schedule meetings falls below 50% on an annual basis from the appointment date or a member misses three (3) regularly schedule dates or a member misses three (3) regularly scheduled consecutive meetings, the member will be asked by the City Council to resign. Absences may be formally excused by the respective Board or Commission. Procedures will be established to enforce this attendance requirement.

**Term Limits -**

Unless otherwise provided for by statutory or City charter provisions or by other law:

- (a) Limit of term of office to not exceed two (2) years, except where certain Boards and Commissions mandate longer terms of office in accordance with the enacting ordinance.
- (b) Limit of three (3) complete consecutive terms on Boards and Commissions.
- (c) Staggered terms of office are desired.

**Resignations -**

All resignations must be in writing and filed with the office of the City Clerk.

**Municipal Leadership Institute –**

No individual is eligible for reappointment unless and until the individual has attended the Municipal Leadership Institute.

**3. Ordinance 88874:**

Members are required to abide to the City's Ethics Code and the requirement for each Board and Commission member to file a Financial Disclosure Report upon appointment, and annually thereafter. Failure to file a Financial Disclosure report will be considered an automatic resignation.